

A green wavy line representing a hill. On the hill, there are five black silhouettes of people in various stages of climbing: one is sitting on the ground, one is walking up, one is standing, one is leaning forward as if pushing up, and one is standing at the peak.

**Indiana
Department of Education**

Glenda Ritz, NBCT
Indiana Superintendent of Public Instruction

MEMORANDUM

TO: Superintendents, High School Principals, and High School Test Coordinators

FROM: Leslie G. Fatum, State Coordinator for AP, IB and Dual Credit

DATE: May 15, 2015

SUBJECT: Funding for the Fall 2015 PSAT/NMSQT administration

In terms of funding the PSAT, the state will cover the cost of the Fall 2015 PSAT/NMSQT exam administered on **Wednesday, October 14, 2015 or the alternate date of Wednesday, October 28, 2015*** for all **10th and 11th grade** students enrolled in Indiana accredited public and nonpublic high schools. Providing the PSAT/NMSQT for 10th grade students has become common practice for many states, as the assessment offers many opportunities, including the following:

- a. Students and parents receive an earlier and better gauge of their post-secondary preparation;
- b. Students have time to adjust 11th and 12th grade schedules based on individual data;
- c. Schools may use AP Potential™ to identify students who demonstrate potential in specific Advanced Placement content areas.
- d. Schools may use the Summary of Answers and Skills™ tool to help inform instructional practices based on student skills;
- e. Students and parents have access to a variety of college, career and SAT preparation tools, including My College Quickstart™, that are beneficial throughout high school.

In the Budget Bill recently passed by the Indiana General Assembly this past April, lawmakers appropriated enough PSAT funding to include the exams taken by 11th grade students. This will enable those students to not only be better prepared for the SAT, but will also remove any financial obstacle to those who wish to try to earn a National Merit Scholarship™.

School officials must check to make certain all grade students mark their grade level appropriately on their answer sheet. *Any test with errors in marking or lack of marking will not be compensated by the IDOE after*

final invoicing is received by schools from the Educational Testing Service (ETS). If a school finds an error(s) in an invoice the school must resolve the issue with ETS.

Students who take the PSAT/NMSQT have access to My College Quickstart™, an online college and career planning kit, powered by student responses on the test that provides personalized information which helps students take their next steps toward post-secondary preparation. This tool can be found at: <https://quickstart.collegeboard.org/posweb/login.jsp>. Students who have previously taken the PSAT/NMSQT currently have access to My College Quickstart™.

Because these resources are available to all 10th and 11th grade students who take the PSAT/NMSQT (not just those determined to be “college bound”) **we encourage schools to seek full participation of Grade 10 and Grade 11 students in the PSAT/NMSQT.**

The College Board and IDOE will provide expanded professional development opportunities during the fall of 2015 for administrators, counselors and teachers, in order to make effective use of the tools offered through the PSAT program. Contact Leslie Fatum at IDOE for information and to register for one of these workshops. (lfatum@doe.in.gov or 317-232-6619)

Priority dates for ordering 2015 PSAT/NMSQT materials:

June 30: Priority date to order test materials, ensuring timely delivery of Student Guides.

August 25: Deadline for receipt of **complete SSD accommodations** requests; NOTE this is the deadline for *all* SSD accommodations requests, whether or not the pertinent documentation requires review by the College Board

August 28: Deadline for schools to reduce PSAT/NMSQT test book orders

September 11: Deadline for schools to order PSAT/NMSQT nonstandard test formats for priority shipping.

September 25: Deadline for schools to increase PSAT/NMSQT test book orders (9:00 PM Eastern) and to order PSAT/NMSQT nonstandard test formats.

Wednesday, October 14: PSAT/NMSQT administration

***Alternate Test Day is Wednesday, October 28, 2015.** Alternate test day administration requires permission from College Board, and notification to IDOE. **Further, Saturday test administration will not be provided in 2015.** Please use the contact information below if you are interested in administering alternate day exams.

For additional information about the PSAT/NMSQT from the College Board:
<http://professionals.collegeboard.org/testing/psat>

If you have questions about the PSAT/NMSQT and the state funding for 10th and 11th grade students, please contact Leslie Fatum via email at lfatum@doe.in.gov or by calling 317-232-6619.